



June 17, 2022

City of Aransas Pass
Department of Public Works
Aransas Pass, TX 78336

Attn: Mr. David Flores Jr.
Director of Public Works

RE: Proposal for Professional Services
New Public Restroom and Concession Stand

Mr. Flores:

Thank you for this opportunity to provide the following proposal for professional services. It is my understanding that we are to provide Architectural and Engineering services for a new public restroom and concession stand facility. A list of priorities to be addressed is shown below. They are as follows:

1. Field verification of the existing site.
2. Provide preliminary plan for review by client.
3. Provide construction documents. (Plans and Specifications)
4. Provide help with Bidding.
5. Perform contract administration and construction observation during the construction phase of the project.

ARDURRA has prepared the following **Scope of Work** for the project:

Basic Services:

Architectural Services

- **INITIAL INVESTIGATION / PRELIMINARY DESIGN PHASE:**
 - Project Manager will serve as primary contact for the owner regarding all aspects of the project.
 - Establish design program parameters for internal needs with owner.
 - Obtain other professional disciplines as required for this project.
 - Coordinate with other consultants throughout the project.
 - Conduct site visit and perform visual assessment of the existing condition.
 - Develop and prepare final plans and specifications as required, and coordinate project development with all disciplines.



- Submittal of final plans and specifications sealed by Licensed Professionals, registered in the state of Texas.
- Assist owner with bidding process with contractor/s.
- Prepare addendums if required and assist owner with receipt of bids.
- **CONSTRUCTION ADMINISTRATION SERVICES**
 - Provide construction observation site visits at intervals appropriate to the work progress to assure that construction is in accordance with the construction documents.
 - Issue supplemental instructions if/ as required.
 - Conduct pre-final and final inspection providing "punch list" of deficiencies.
 - Distribution of all submittals to engineering consultants, and review of architectural submittals.
 - Review/ certification of all contractor applications for payment on a monthly basis, and review/certify contractor's final application for payment with project completion acceptance.

Civil Site Design

LNV will develop the civil plans and specifications associated with bringing utilities to the new facility. It is anticipated that the following plan sheets will be required for providing these services:

- General Notes & Testing Schedule
- Existing Site Condition Plan
- Site Plan
- Grading Plan

Prepare general notes and technical specifications as necessary.

Submit a final set of drawings and specifications sealed by a Texas Registered Professional Engineer

- **CIVIL CONSTRUCTION ADMINISTRATION SERVICES**
 - Perform periodic site observations as required for the duration of the construction of the project.
 - Review submittals and shop drawings as required.



Basic MEP Engineering Services:

- Limited attendance at local design review meetings
- MEP work is limited to the new restroom facility.
- Design of MEP systems
- MEP code compliance review
- Plumbing system
- Water, sewer and gas layout and pipe sizing as required
- Fixture selection and coordination with owner
- Lighting fixture selection and layout, coordination with reflected ceiling plan
- Power distribution layout
- Special systems component locations and raceways (fire alarm, security, etc.)
- Production of bid/construction documents (plans and specifications, addenda)
- Incorporation of permit review comments

• **MEP CONSTRUCTION ADMINISTRATION SERVICES**

- Submittal/shop drawing reviews
- Response to contractor's questions
- Site Inspection visits (as necessary); and final follow-up inspection

Structural Engineering Services:

- Coordinate with the Architect as required to ensure that the structural design meets the requirements of the architectural design.
- Prepare drawings to include all plans, sections and details required to adequately depict the work to be performed. *Drawings will be prepared using AutoCAD 2018.*
- Prepare all required project technical specifications.
- Submit preliminary drawings and technical specifications for **ARDURRA** internal QA/QC and client review and comment.
- Address any comments and submit final drawings and technical specifications to Client signed and sealed by a Texas Licensed Professional Engineer.

ARDURRA, Inc. proposes to provide professional services for the renovation/ remediation of your existing facility, as described above, **on a fixed fee basis**. ARDURRA shall perform said service and all acts attendant there to with a reasonable standard of care and shall not be held to a higher standard of care unless specifically agreed to by all involved parties, and said agreement is spelled out herein as a contract condition.



Basic Services:

A. DRAWINGS AND SPECS (Architectural, Structural, and MEP Professional Services)	\$ 52,500.00
B. CIVIL ENGINEERING	\$ 6,400.00
C. BIDDING PHASE	\$ 3,750.00
D. CONSTRUCTION PHASE	\$ 7,000.00
E. CONSTRUCTION OBSERVATION	\$ 8,100.00

Special Services:

F. TDLR - REGISTRATION AND INSPECTION	\$ 2,750.00
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TOTAL FEES: \$ 80,500.00

Proposal Clarifications:

1. All work is proposed to be performed during normal working hours, 8:00 AM to 5:00 PM, Monday through Friday, except for holidays.
2. Surveying, geotechnical testing services, and meetings/presentations with/to City Council are excluded from this proposal.

Sincerely,
ARDURRA GROUP, Inc.


Craig Forsythe, RA, AIA
Regional Architectural Director

Agreed to as stated above:

City of Aransas Pass

Date